

**IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼**  
**HUMAN RESOURCES ENTERPRISE**

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**ROADSIDE DEVELOPMENT SPEC 2**

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**DEFINITION**

Under general supervision, develops and enhances the right-of-way areas adjacent to the roadway involving the preparation of plans for roadsides, rest areas, and erosion control projects; performs related work as required.

**The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.**

**WORK EXAMPLES**

Prepares design plans for roadside development including safety rest areas and scenic areas in order to completely and accurately illustrate landscape and erosion control projects along the state highway system or on state building sites.

Performs project field reviews during planning and construction phases and periodically thereafter in order to identify top soils, vegetation or seeding in need of replacement and other existing or potential problems and to insure conformance to specifications and design during construction.

Develops landscape and erosion control special provisions, methods or standards for projects to ensure that information necessary for conformance to specifications is included with project plans for letting.

Computes project cost estimates in order to provide sufficient information on which to base project completion costs for contract bids.

Instructs maintenance personnel in the planting and management of all plant materials explaining methods of establishment and maintenance (planting depth, establishing watering and pruning schedules), and providing information regarding the identification of common plant disease and insect problems.

Schedules roadside development projects for letting in order to assure that landscaping and permanent erosion control construction may be executed on a timely basis.

Communicates with the public, peers, engineers and personnel in related departments, various local and state agencies or commissions and vendors in order to solicit agreements, solve problems and obtain or provide technical information.

Determines the location, quantities and appropriate types of plants, fertilizers, mulch, seeding and ditch control materials for a particular roadside development project in order to control erosion and to promote highway beautification and safety.

**COMPETENCIES REQUIRED**

Knowledge of the development process of a complete set of plans and special provisions including preparing designs, utilizing standard specifications, writing instructions or notes and tabulating data in chart form.

Knowledge of the proper use and care of various assigned drafting instruments and equipment including pencils, drafting pens, curves, planimeters, triangles, engineers' and architects' scales, etc.

Knowledge of the characteristics, use and care of various plants, soils and related materials used in landscape design and erosion control projects.

Knowledge of state and federal guidelines or regulations and the accepted principles, practices, and techniques related to roadside development, construction, landscape design and erosion control.

Knowledge of environmental impact on the development of roadside areas and the effect of erosion and pollution control practices.

Ability to read and understand the terminology and symbols used in plans in order to interpret data and information for use in designing construction plans.

Ability to legibly print numbers and letters and accurately draw curves and lines.

Ability to detect errors, discrepancies and omissions through examination or observation of detailed drawings, calculations, tabulations, notes or completed work in order to assure that charts, plans and construction project steps are completed accurately.

Ability to perform mathematical calculations including geometry and arithmetic manually or with the aid of a calculator.

Ability to accurately transfer information in numerical, written or sketched form from sources such as survey notes or preliminary plan sheets to final plans.

Ability to file and retrieve project related information using both numerical and alphabetical file systems according to prescribed standards.

Ability to visualize and illustrate a concept or aesthetic landscape design in one, two or three dimensions.

Ability to schedule, assign work or give guidance to staff through oral and written instruction or demonstration.

Ability to effectively communicate with others, both orally and in writing, to resolve differences, make recommendations, follow instructions, convey ideas and provide technical information.

Ability to identify appropriate plants, soils and related materials for use in erosion control and landscape projects.

Ability to identify environmental problems and analyze characteristics of the existing topography, soil and vegetation peculiar to a potential or existing project area in order to determine the most appropriate techniques and materials to use in project development.

Ability to travel to project sites in order to perform field examinations.

Displays high standards of ethical conduct. Exhibits honesty and integrity. Refrains from theft-related, dishonest or unethical behavior.

Works and communicates with internal and external clients and customers to meet their needs in a polite, courteous, and cooperative manner. Committed to quality service.

Displays a high level of initiative, effort and commitment towards completing assignments efficiently. Works with minimal supervision. Demonstrates responsible behavior and attention to detail.

Responds appropriately to supervision. Makes an effort to follow policy and cooperate with supervisors.

Aligns behavior with the needs, priorities and goals of the organization.

Encourages and facilitates cooperation, pride, trust, and group identity. Fosters commitment and team spirit.

Expresses information to individuals or groups effectively, taking into account the audience and nature of the information. Listens to others and responds appropriately.

#### **EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS**

Graduation from an accredited four-year college or university with major course work in agronomy or landscape architecture, and two years of professional experience in agronomics or landscape design;

OR

employees with current continuous experience in the state classified service that includes the equivalent of 18 months of full time experience as a Roadside Development Specialist 1 shall be considered as qualifying.